

BOX GROVE COMMUNITY CENTRE BOARD
Box Grove Community Centre 7651 9th Line, Markham, L6B 1A8
Draft Minutes of Special Meeting held on February 16,2017 at 7:30 p.m.

Attendance: Ponniah Balasunderam(Chair), Mandy Hayre, Jeremiah Vijeyaratnam and Sayed Aziz
Absent: Regional Councilor Nirmala Armstrong, Councilor Logan Kanapathi, and Tahir Khan

| Item | Discussion | Action Item |
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| 1. Call to Order | Ponniah Balasunderam welcomed the members to the Box Grove Community Centre Board (BGCCB) Special meeting. | |
| 2. Approval of the Aug 8,2016 BGCCB Meeting Minutes | Moved by Mandy Hayre Seconded by Syed Aziz August 8,2016 Meeting minutes was approved | |
| 3. Improvements to the Community Centre | <ol style="list-style-type: none"> Hand dryers will be installed in spring 2017.This is to be done during washroom upgrade. (Part of Renovation) City of Markham is in the process of engaging an Architect to prepare drawings and specifications to renovate the entire community centre building. Preliminary drawings prepared to renovate washrooms, Kitchen areas and lobby areas as Ph1 to be amended to accommodate accessibility requirements of the new code. Decided to carry on with phase 1 for the year of 2017. Councillor Logan Kanapathi has send in the request to replace the bell that was stolen some 30 years ago at the top of the BGCC building. It will be replaced in the year of 2017. Water accumulating at the parking lot to be followed up | Councilor Kanapathy |

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| | <p>5. Proposed that our community center has been charging well under the normal market rental charges. Need to come up with a new rental charges. Possibility of increment after the renovation phase 1.</p> <p>6. Projector Screen proposal need to be send to the board members. (product, materials, brands).</p> <p>7. Tennis court to be allocated for the <i>community</i> members use . BGCC needed to have an access to the tennis court. Poster needed to be posted with BGCCB phone number and public usage availability hours. Proposed by Tahir and Seconded by Syed)</p> <p>8. No overnight parking sign bylaws needed to be posted at the parking lot.</p> <p>9. Yearly window cleaning needed to be done.</p> | <p>Mandy Hayre</p> <p>Ponniah Balasunderam</p> |

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| 4. Discussion of Financial Statements | <ol style="list-style-type: none"> 1. 2017 - grant of \$3000 to be received. 2. Decided to spend 30-40% toward the phase 1 completion 3. Telephone and internet charges has been discussed and needed to be changed. | Tahir Khan |
| 5. New Business | <ol style="list-style-type: none"> 1. Board accepted the resignation of Shahab Shaik and decided to appoint S.Sivam Muthaiah as the Acting Rental and Maintenance Manager. Moved by Balasunderam Ponniah and Seconded by Sayed Aziz. Sivam Muthaiah is to be paid \$ 700.00 per month. 2. Board decided to “ Reserve all Friday , Saturday and Sunday evenings to Community events such as birthday parties etc and to allow both Muslim and Christian group to use the Center on Friday evenings if free” Moved by Balasunderam Ponniah and Seconded by Sayed Aziz. | |
| 6. Next Meeting Date | Next meeting to be arranged at the Box Grove Community Centre. | |
| 7. Adjournment | Moved by Ponniah Balasunderam Seconded by Syed Aziz That the BGCCB adjourn at 9:00 pm. | |